



**BID NO.: 8143-0/18**

**OPENING: 2:00 P.M.  
Wednesday  
January 9, 2013**

**MIAMI-DADE COUNTY, FLORIDA**

**I N V I T A T I O N  
T O B I D**

**TITLE:**

**Truck Scale, Purchase, Repair And Maintenance**

**FOR INFORMATION CONTACT:**

**LOURDES BETANCOURT, 305-375-4121, L1121@miamidade.gov**

**IMPORTANT NOTICE TO BIDDERS:**

- **READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE**

**MIAMI-DADE COUNTY  
INTERNAL SERVICES DEPARTMENT  
PROCUREMENT MANAGEMENT DIVISION**



**MIAMI-DADE COUNTY, FLORIDA**

**INVITATION TO BID**

**Bid Number: 8143-0/18**

**Bid Title: Truck Scale, Purchase, Repair and Maintenance**

**Procurement Officer: Lourdes Betancourt, CPPB**

**Bids will be accepted until 2:00 p.m. on Wednesday, January 9, 2013**

**Bids will be publicly opened.** The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

**Instructions:** The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

**NOTICE TO ALL BIDDERS:**

- **FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.**
- **THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.**

**MIAMI-DADE COUNTY  
INTERNAL SERVICES DEPARTMENT  
PROCUREMENT MANAGEMENT DIVISION**

**SECTION 1**  
**GENERAL TERMS AND CONDITIONS**

**TITLE:** Truck Scale, Purchase, Repair and Maintenance

All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/general-terms-and-conditions-itb.pdf>

**SECTION 2**  
**SPECIAL CONDITIONS**

**TITLE:** Truck Scale, Purchase, Repair and Maintenance

**2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the replacement of motor truck deep pit and above ground scales, and for the preventive maintenance, repair and calibration for new and existing scales. Miami-Dade County may purchase and require these services as needed.

The contract will consist of two groups as specified below:

1. Group A – Pre-Qualification and Subsequent Spot Market Quotations for Replacement of Motor Truck Deep Pit and Above Ground Scales.
2. Group B – Quarterly Preventative Maintenance Services to include inspection, testing, and calibration of the scales. The awarded Bidder shall also perform repair and emergency services as determined necessary by the County, for a separate fee from the preventative maintenance services.

**2.2 TERM OF CONTRACT: FIVE (5) YEARS**

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Internal Services Department (ISD) Procurement Management Division; and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last month of the five-year period.

**2.3 PRE-BID/PRE-OFFER CONFERENCE (RECOMMENDED):**

A pre-bid conference will be held on Thursday, December 20<sup>th</sup>, 2012 at 2:00 p.m. at Public Works and Waste Management Department's Resources Recovery Facility located at 6990 N.W. 97<sup>th</sup> Avenue, Miami, FL 33152 to discuss the locations, a site walk-thru to inspect equipment, special conditions and specifications included within this solicitation. It is recommended that a representative of the firm attend this conference as the "cone of silence" will be lifted during the course of the conference and informal communication can take place. Given the age and obsolescence of some of the existing scales, all Bidders shall avail themselves of the scale technologies in place, including existing site conditions. Bidders are requested to bring this solicitation document to the conference, as additional copies may not be available.

"Multiple members of individual community councils may be present."

**2.4 METHOD OF AWARD:**

**GROUP A – REPLACEMENT OF MOTOR TRUCK DEEP PIT AND ABOVE GROUND SCALES: USING PRE-QUALIFICATION AND SUBSEQUENT SPOT MARKET QUOTATIONS**

- 2.4.1 Award of Group A will be made to all responsive, responsible Bidders who meet the qualification set forth below.

**SECTION 2**  
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**TITLE:** Truck Scale, Purchase, Repair and Maintenance

- a. The Bidder shall be regularly engaged in the business of providing and installing deep pit or above ground truck scales.

The awarded Bidders shall then be deemed to be pre-qualified to participate in subsequent spot market purchases as required by the County. Awarded Bidders will be placed on a "Pre-qualified Bidders List", which will be accessed by the County, as needed, to obtain Spot Market quotations

It shall be the sole prerogative of the County as to the total amount of pre-qualified Bidders in this pool. During the term of this contract, the County reserves the right to add or delete pre-qualified Bidders. If the County elects to add Bidders, they must meet the same minimum qualifications established for the original competition.

**2.4.2 GROUP B: PREVENTATIVE MAINTENANCE, INSPECTION, TESTING AND CALIBRATION AS WELL AS REPAIR AND EMERGENCY SERVICES: TO LOWEST PRICED BIDDER ON AN ITEM BY ITEM BASIS**

Award of Group B will be made on an item-by-item basis to the lowest priced responsive, responsible Bidder who offers the lowest price for the item(s) being awarded and who meets the qualification criteria below:

- a. The Bidder shall be regularly engaged in the business of providing the required maintenance and repair services for the type of scale (i.e., truck deep pit or above ground) Bidder is submitting an offer for.

The County reserves the right to request any additional information during evaluation for any of the above.

**2.5 PRICES SHALL BE FIXED AND FIRM FOR TERM OF CONTRACT (GROUP B ONLY):**

If the Bidder is awarded a contract under this solicitation, the prices proposed by an awarded Bidder for Group B shall be fixed for a one (1) year period from effective date. After the initial one (1) year period, Miami-Dade County shall have the option to adjust prices annually on a year-to-year basis based on the Consumer Price Index (CPI) for all items for Wage Earners and Clerical Workers for the Miami/Fort Lauderdale area. .

The County reserves the right to reject any price adjustments submitted by the awarded Bidder and/or to terminate the contract with the contractor based on such price adjustments. The awarded Bidder shall provide the County ninety (90) days' notice of its desire to adjust annual prices as noted above.

**2.6 METHOD OF PAYMENT: LUMP SUM PAYMENT AFTER WORK IS COMPLETED**

Upon completion and acceptance of the work required in conjunction with this contract, the awarded Bidder(s) shall submit one lump sum invoice that reflects the total value of the purchase order. This invoice shall be submitted to the County user department(s) that accessed the contract.

All invoices shall contain basic information as stipulated in Section 1.34.

**SECTION 2**  
**SPECIAL CONDITIONS**

**TITLE:** Truck Scale, Purchase, Repair and Maintenance

**2.7 CONTACT PERSON**

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Lourdes Betancourt, at (305) 375-4121 email – [L1121@miamidade.gov](mailto:L1121@miamidade.gov).

**2.8 INSPECTION OF EQUIPMENT (RECOMMENDED)**

See Section 2.3 Pre-Bid/Pre-Offer Conference (Recommended)

**2.9 LIQUIDATED DAMAGES FOR INCOMPLETE PROJECTS (GROUP A ONLY)**

Liquidated Damages may be specified in the ITQ.

**2.10 INDEMNIFICATION AND INSURANCE (1) – INSTALLATION, GENERAL SERVICE, REPAIR AND MAINTENANCE CONTRACT**

The awarded Bidder shall furnish Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Commercial General Liability Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. Miami-Dade County must be shown as an additional insured with respect to this coverage.
- B. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$500,000 combined single limit per occurrence for bodily injury and property damage.

**2.11 WARRANTY:**

**2.11.1 SHALL BE ONE (1) YEAR (FOR GROUP A)**

- A. Type of Warranty Coverage Required

In addition to all other warranties that may be supplied by the awarded Bidder, the awarded Bidder shall warrant its product and/or service against faulty labor and/or defective material for a minimum period of one (1) year after the date of acceptance by the County. This warranty requirement shall remain in force for the full period identified above; regardless of whether the awarded Bidder is under contract with the County at the time of defect. Any payment by the County on behalf of the goods or services received from the awarded Bidder does not constitute a waiver of these warranty provisions.

- B. Correcting Defects Covered Under Warranty

The awarded Bidder shall be responsible for promptly correcting any deficiency, at no cost to the County, within five (5) calendar days after the County notifies the awarded Bidder of such deficiency in writing. If the

**SECTION 2**  
**SPECIAL CONDITIONS**

**TITLE:** Truck Scale, Purchase, Repair and Maintenance

awarded Bidder fails to satisfy the warranty within the period specified in the notice, the County may (a) place the awarded Bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the awarded Bidder for any additional costs that are incurred by the County for this work or items; either through a credit memorandum or through invoicing.

**2.11.2      GUARANTEE AGAINST DEFECTS SHALL BE FIVE (5) CALENDAR DAYS FOR GROUP B ONLY**

The awarded Bidder shall, in addition to all other guarantees, be responsible for faulty labor and defective material and equipment within a period of five (5) calendar days after date of acceptance of the labor, material and/or equipment by the County. The awarded Bidder shall promptly correct these deficiencies, without cost to the County, within three (3) calendar days after the County notifies the Awarded Bidder of such deficiencies in writing. Payment in full for the work does not constitute a waiver of guarantee.

**2.12      ACCIDENT PREVENTION AND BARRICADES**

Precautions shall be exercised at all times for the protection of persons and property. All awarded Bidders performing services under this contract shall conform to all relevant OSHA, State and County regulations during the course of such effort. Any fines levied by the above mentioned authorities for failure to comply with these requirements shall be borne solely by the responsible awarded Bidder. Barricades shall be provided by the awarded Bidder when work is performed in areas traversed by persons, or when deemed necessary by the County Project Manager.

**2.13      ADDITIONAL DEPARTMENTS/FACILITIES MAY BE ADDED**

Although this solicitation identifies specific departments and facilities for the purchase and service, it is hereby agreed and understood that any County department or agency facility may be added to this contract at the option of the County.

The County may determine to obtain price quotes for the additional facilities from other sources in the event that fair and reasonable pricing is not obtained from the current contract awarded Bidder(s), or for other reasons at the County's discretion.

**2.14      CERTIFICATES (GROUP A ONLY)**

As a condition of award of any spot market ITQ, the County may require the Bidder to hold a valid Certificate of Conformance from the National Type Evaluation Program (NTEP) <http://www.ncwm.net/certificates> evaluated by the National Conference on Weights and Measurements and/or other valid certificate as may be applicable for the service(s) offered by the Bidder. If any or all work required in conjunction with the ITQ will be performed by a subcontractor(s), an applicable Certificate of Conformance and/or other valid certificate as may be applicable for the service(s) offered issued to the subcontractor(s) may be required.

**2.15      COMPLIANCE WITH FEDERAL STANDARDS**

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and

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Health Administration (OSHA), the Office of Weights and Measures (OWM), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

**2.16 LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE AWARDED BIDDER:**

Unless otherwise provided in an ITQ, the awarded Bidder shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications of the ITQ, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

**2.17 WORK ACCEPTANCE**

All work will be inspected by an authorized representative of the County. This inspection will be performed to determine acceptance of work, appropriate invoicing, and warranty conditions.

**2.18 FURNISH AND INSTALL REQUIREMENTS**

The specifications and/or statement of work contained within this solicitation describe the various functions and classes of work required as necessary for the completion of the project. Any omissions of inherent technical functions or classes of work within the specifications and/or statement of work shall not relieve the Bidder from furnishing, installing or performing such work where required for the satisfactory completion of the project.

**2.19 CLEAN-UP**

All unusable materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the awarded Bidder shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

**2.20 ADDITIONAL ITEMS**

It is understood and agreed that the County may purchase additional items or units from the awarded Bidder; provided that these additional items or units represent the same manufacturer, model or brand.



**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**TITLE:** Truck Scale, Purchase, Repair and Maintenance

**3.1 BACKGROUND**

The Miami-Dade County, Public Works and Waste Management Department owns and operates ten (10) scales located at various facilities within the County. There are two types of scales: Deep Pit scales and Above Ground scales. Refer to Section 4 Group B Site Summaries and in Place Scale Characteristics for scale types and location. The County may add to the contract scales at other locations, as needed. The purpose of the scales is to weigh incoming and outgoing garbage and trash trucks and trailers. Some scales are approaching the end of their useful lives and as such some of the Deep Pit scales will require replacement in the future.

Group A - The replacement of Motor Truck Deep Pit and Above Ground scales will consist of furnishing all materials, labor, services and equipment to remove and dispose of the existing scale, shipment, delivery and off loading of new scale as well as installation, calibrations and all the modifications necessary for the new scale to be fully operational.

Group B - The awarded Bidder shall perform quarterly preventative maintenance services to include inspection, testing, and calibration of the scale. Tests must be performed with approved test weights. Adjustments are to be made, as necessary, to make scale weigh within State of Florida accepted tolerance. The awarded Bidder shall also perform repair and emergency services as determined necessary by the County.

**3.2 GROUP A - INSTALLATION AND MAINTENANCE MANUALS TO BE PROVIDED**

The Bidder shall supply the County with a minimum of five (5) comprehensive installation and maintenance manuals which identify the component parts, and which describe the appropriate process for repairing the equipment purchased by the County in conjunction with this solicitation. The payment may be withheld until such time as these manuals are received by the County.

**3.3 GROUP B - PREVENTATIVE MAINTENANCE, INSPECTION, TESTING AND CALIBRATION**

**3.3.1 Quarterly Maintenance Services**

The awarded Bidder for each scale shall perform quarterly preventative maintenance to include inspection, testing, calibration, and repairs of the scale. The services shall include, but are not limited to, the following tasks:

- a. Furnish all materials, labor, services and equipment necessary for the services. The price for the quarterly services includes all costs to perform the services such as test truck, mileage, technicians and any other standard equipment used in the process of calibrating the scale.
- b. Tests must be performed with approved test weights.
- c. All preventative maintenance, calibration, and repairs shall be performed by duly authorized and qualified repair companies using qualified, State of Florida certified technicians.
- d. Use of heavy load capacity test equipment, to perform the services, as necessary.

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**TITLE:** Truck Scale, Purchase, Repair and Maintenance

- e. Adjustments made, as necessary to comply with the Department of Agriculture Weights and Measures requirements to make scale weigh within State of Florida accepted tolerance.
- f. All inspections and repairs performed by authorized scale and repair companies using qualified technicians having knowledge of the trade as specified in Section 2.6.
- g. All site preparation (such as cleaning the pit) necessary to perform the services.
- h. All necessary sandblasting, priming, and painting of scale equipment. This work may be performed by a sub-contractor, subject to approval by the County.

**3.3.2 Computer System Components for Existing Scales**

Digital weight indicators and scoreboard display shall be covered by the maintenance. All scales interface with computer systems supplied and maintained under separate contract. Components for each system include:

- 1. 1 each Dell OPTIPLEX 755
- 2. 1 each Dell 19" MONITOR
- 3. 2 each Epson TM-T881V
- 4. 2 each Surge protectors
- 5. 1 each Hayes internal model with phone line
- 6. 2 each Scanners MAGTEK
- 7. 2 each Signature pads (Topaz)

**3.3.3 Tickets**

All repair service tickets (including repairs performed under Section 3.4) must include, at a minimum, the following information:

- 1. Facility
- 2. Date of Service
- 3. Equipment Type and Model
- 4. Serial Number
- 5. Problem or complaint
- 6. Corrective action, including itemized charges for parts and labor
- 7. Purchase Order
- 8. Number of Technician performing service

All maintenance tickets shall include, at a minimum, the following:

- 1. Facility
- 2. Date of Service
- 3. Equipment Type and Model
- 4. Serial number
- 5. Purchase Order Number
- 6. Name of Technician performing service

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**TITLE:** Truck Scale, Purchase, Repair and Maintenance

**3.3.4 Equipment Beyond Repair**

During the term of the contract, equipment that is determined by the awarded Bidder's experience and expertise to be beyond economical repair shall be reported to the County with supporting documentation such as service note, technical service bulletins, and parts availability. The County will determine whether or not to remove equipment from operation.

**3.4 GROUP B – REPAIR AND EMERGENCY SERVICES**

**3.4.1 Pre-maintenance Inspection**

The awarded Bidder and the County shall meet upon contract award to inspect existing County scale to determine the need for repairs prior to the awarded Bidder starting the maintenance services. The awarded Bidder shall make a field survey of the equipment to be maintained and produce an itemized list and program for repairs, if any, needed to bring the equipment to safe and proper working condition. The awarded Bidder shall include in its list the cost of repairs. The County shall review and approve the repair work, if necessary. The cost of this repair work will be billed separately from and in addition to the quarterly maintenance, as a one-time fee. The repairs shall be performed prior to commencement of the maintenance services.

**3.4.2 On-going Repair Services**

After the start of the maintenance services, if it is determined by the awarded Bidder that repairs are necessary to ensure accurate operation of the scale(s), the awarded Bidder shall notify the designated County Project Manager. The awarded Bidder shall provide a written report of the problem, with correcting recommendations and a quotation with detail to include but not limited to hourly rate, cost of supplies, and warranty information to the County Project Manager. If the need for repairs is agreed upon by the County, the County will issue a separate work order for the repairs. If parts are needed for the repair, the awarded Bidder shall provide copies of invoices for parts purchased and billed to the County. No repairs shall be made without prior authorization in writing from the designated County Project Manager.

**3.4.3 Emergency Services**

The awarded Bidder for any Group B scale shall provide twenty-four (24) hour, 7 days a week emergency services to the County. Emergency services include any unforeseen, unanticipated work not listed under the Preventative Maintenance Services in this Technical Specifications. The labor for Emergency services will be paid at the regular industry hourly labor rate (as posted in the awarded Bidder's facility) when performed Monday through Friday between the hours of 8:00 a.m. to 5:00 p.m., including County observed holidays; and at time and a half (1-1/2) when performed at any other time, including County observed holidays, plus the cost of materials. Emergency service response time shall be within three (3) hours after notification by the County.

**SECTION 4**  
**BID SUBMITTAL FORM**

**Submit Bid To:**  
**CLERK OF THE BOARD**  
**Stephen P. Clark Center**  
**111 NW 1<sup>st</sup> Street**  
**17<sup>th</sup> Floor, Suite 202**  
**Miami, Florida 33128-1983**

**OPENING: 2:00 P.M.**  
**Wednesday**  
**January 9, 2013**



**PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,  
DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.**

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued by: ISD/PM  
**Lourdes**  
**Betancourt**

Date Issued:  
**12/18/2012**

This Bid Submittal Consists of  
Pages **9** through **16**

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

**Title:**  
**Truck Scale, Purchase, Repair And Maintenance**

A Bid Deposit in the amount of **N/A** the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of **N/A** the total amount of the bid will be required upon execution of the contract by the successful bidder and Miami-Dade County.

<b>DO NOT WRITE IN THIS SPACE</b>	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: <b>938-79</b>	
Procurement Contracting Officer: <b>Lourdes Betancourt</b>	

FIRM NAME \_\_\_\_\_

**RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.**

**FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE.**

**CHECKLIST FOR REQUIRED ATTACHMENTS:**

**This checklist must be completed by all Bidders.**

***Bidders may bid on multiple groups in which they are capable of performing the work***

**Refer to the details in Paragraph 2.4 and its sub-paragraphs to verify that the information provided will suffice as proof of meeting the requirements.**

<u>Reference:</u>	<b><u>GROUP A – REPLACEMENT OF MOTOR TRUCK DEEP PIT AND ABOVE GROUND SCALES</u></b>
Paragraph 2.4.1 a	<p>The Bidder shall be regularly engaged in the business of providing and installing deep pit or above ground truck scales. Bidder shall provide three (3) verifiable references for which the services have been performed.</p> <p>Company Name: _____  Contact Person: _____  Title: _____  Address: _____  Phone Number: _____</p> <p>Company Name: _____  Contact Person: _____  Title: _____  Address: _____  Phone Number: _____</p> <p>Company Name: _____  Contact Person: _____  Title: _____  Address: _____  Phone Number: _____</p> <p>These references demonstrate to the County's satisfaction that the Bidder has sufficient experience and expertise in the industry. Determination of experience and expertise is at the sole discretion of Miami-Dade County.</p>

Reference:	<b>GROUP B: PREVENTATIVE MAINTENANCE, INSPECTION, TESTING, AND CALIBRATION AS WELL AS REPAIR AND EMERGENCY SERVICES (TO LOWEST PRICED AWARDED BIDDER BY ITEM):</b>
Paragraph 2.4.2 a	<p>The Bidder shall be regularly engaged in the business of providing the required maintenance and repair services for the type of scale (i.e., truck deep pit or above ground) Bidder is submitting an offer for.</p> <p>Company Name: _____          Contact Person: _____          Title: _____          Address: _____          Phone Number: _____</p> <p>Company Name: _____          Contact Person: _____          Title: _____          Address: _____          Phone Number: _____</p> <p>Company Name: _____          Contact Person: _____          Title: _____          Address: _____          Phone Number: _____</p> <p>These references demonstrate to the County's satisfaction that the Bidder has sufficient experience and expertise in the industry. Determination of experience and expertise is at the sole discretion of Miami-Dade County.</p>
Paragraph 3.4.3	Bidders shall include with their bid submittal a letter identifying what their regular hourly labor rate is for the types of labor categories (i.e., repair technicians) that will perform the Emergency Services.

**GROUP B:****SITE SUMMARIES AND IN PLACE SCALE CHARACTERISTICS**

The Bidder shall provide pricing for the items Bidder is submitting an offer on as follows:

- 1. North Dade Landfill**  
**21500 NW 47<sup>th</sup> Avenue**  
**Miami, Florida 33055**

Item No.	Item Description	Quantity	Quarterly Maintenance Price per each
1	Fairbanks Scales Model # 14-3394 Type: Electronic Capacity: 100,000 lbs. Instrument: Cardinal 788	2	\$ _____

- 2. Northeast Transfer Station**  
**18701 NE 6<sup>th</sup> Avenue**  
**Miami, Florida 33179**

Item No.	Item Description	Quantity	Quarterly Maintenance Price per each
2.1	Toledo Scale Type: 50/60 Mechanical Capacity: 120,000 lbs. Sections: 4 Dimensions: 10 x 50 Instrument: Cardinal 778	1	\$ _____
2.2	Fairbanks Scale Model # 14-3394-15 Type: 80/60 Mechanical Capacity: 160,000 lbs. Sections: 4 Dimensions: 10 x 60 Instrument: Cardinal 788	1	\$ _____

- 3. South Dade Landfill**  
**24000 SW 97<sup>th</sup> Avenue**  
**Goulds, Florida 33170**

Item No.	Item Description	Quantity	Quarterly Maintenance Price per each
3.1	B-TEK Scales Type: 50/60 Mechanical Model: AG-MAXX-AT Type: Electronic Capacity: 200,000 lbs. Sections: 4 Dimensions: 10 x 60	2	\$ _____
Item	Item Description	Quantity	Quarterly

<b>No.</b> <b>3.2</b>	Cardinal Scale Type: 60/60 Mechanical Model: 60503R-111L Capacity: 120,000 lbs. Sections: 4 Dimensions: 10 x 60 Instrument: Cardinal 788	<b>1</b>	<b>Maintenance Price per each</b>  \$ _____
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**4. Central Transfer Station**  
**1150 NW 20<sup>th</sup> Street**  
**Miami, Florida 33127**

<b>Item No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Quarterly Maintenance Price per each</b>
<b>4</b>	Cardinal Scale Model # SRC-5050 Type: 50/50 Electronic Capacity: 100,000 lbs. Sections: 3 Dimensions: 10 x 50 Instrument: Cardinal 778	<b>1</b>	<b>\$ _____</b>

**5. West Transfer Station**  
**2900 SW 79<sup>th</sup> Avenue**  
**Miami, Florida 33155**

<b>Item No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Quarterly Maintenance Price per each</b>
<b>5</b>	Cardinal Scale Model # SRC-5050 Type: 50/50 Electronic Capacity: 100,000 lbs. Sections: 3 Dimensions: 10 x 50 Instrument: Cardinal 778	<b>1</b>	<b>\$ _____</b>

**6. Resources Recovery Facility**  
**6990 NW 97<sup>th</sup> Avenue**  
**Miami, Florida 33152**

<b>Item No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Quarterly Maintenance Price per each</b>
<b>6.1</b>	B-TEK Scales Type: 50/60 Mechanical Model: AG-MAXX-AT Type: Electronic Capacity: 200,000 lbs. Sections: 4 Dimensions: 10 x 60	<b>2</b>	<b>\$ _____</b>
<b>6.2</b>	Mettler-Toledo Scales Model: 7531CD6010A Type: Digital Electronics Capacity: 200,000 lbs. Sections: 4 Dimensions: 10 x 60	<b>3</b>	<b>\$ _____</b>



**SECTION 4  
BID SUBMITTAL FOR:  
Truck Scale, Purchase, Repair And Maintenance**

**ACKNOWLEDGEMENT OF ADDENDA**

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**INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES**

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**PART I:**

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION  
WITH THIS BID

Addendum #1, Dated \_\_\_\_\_

Addendum #2, Dated \_\_\_\_\_

Addendum #3, Dated \_\_\_\_\_

Addendum #4, Dated \_\_\_\_\_

Addendum #5, Dated \_\_\_\_\_

Addendum #6, Dated \_\_\_\_\_

Addendum #7, Dated \_\_\_\_\_

Addendum #8, Dated \_\_\_\_\_

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**PART II:**

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

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**FIRM NAME:** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**TITLE OF OFFICER:** \_\_\_\_\_



**Bid Title:** Truck Scale, Purchase, Repair And Maintenance

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying **regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder.** Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon vendor registration. Failure to register as a vendor within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

☐ Place a check mark here only if bidder has such conviction to disclose.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: \_\_\_\_\_. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

**LOCAL PREFERENCE CERTIFICATION:** For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

☐ Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.

**LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION:** For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of this solicitation.

☐ Place a check mark here only if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for the LHP. The address of the locally-headquartered office is \_\_\_\_\_.



**LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION:** A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

**COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program**

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is voluntary, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and shall not be binding on the bidder.

- A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located within the geographical boundaries of Miami-Dade County?

Yes \_\_\_\_\_ No \_\_\_\_\_

- B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located outside the geographical boundaries of Miami-Dade County?

Yes \_\_\_\_\_ No \_\_\_\_\_

Firm Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email Address: \_\_\_\_\_ FEIN No. \_\_\_\_ - \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Prompt Payment Terms: \_\_\_\_ % \_\_\_\_ days net \_\_\_\_ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: \_\_\_\_\_ (Signature of authorized agent)

**\*"By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract."**

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.**



# **APPENDIX**

## **AFFIDAVITS** **FORMAL BIDS**



In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. : Federal Employer  
Identification Number (FEIN):

Contract Title:

1.	<b>Miami-Dade County Ownership Disclosure</b> Sec. 2-8.1 of the County Code	6.	<b>Miami-Dade County Vendor Obligation to County</b> Section 2-8.1 of the County Code
2.	<b>Miami-Dade County Employment Disclosure</b> County Ordinance No. 90-133, amending Section 2-8-1(a)(2) of the County Code	7.	<b>Miami-Dade County Code of Business Ethics</b> Article 1, Section 2-8.1(f) and 2-11(b)(1) of the County Code through (f) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3.	<b>Miami-Dade County Employment Drug-free Workplace Certification</b> Section 2-8.1.2(b) f the County Code	8.	<b>Miami-Dade County Family Leave</b> Article V of Chapter 11 of the County Code
4.	<b>Miami-Dade County Disability Non-Discrimination</b> Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95	9.	<b>Miami-Dade County Living Wage</b> Section 2-8.9 of the County Code
5.	<b>Miami-Dade County Debarment Disclosure</b> Section 10.38 of the County Code	10.	<b>Miami-Dade County Domestic Leave and Reporting</b> Article 8, Section 11A-60 11A-67 of the County Code

Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
Name of Firm		Date
Address of Firm	State	Zip Code

Notary Public – State of \_\_\_\_\_ County of \_\_\_\_\_

**Subscribed and sworn to** (or affirmed) before me this \_\_\_\_\_ day of, \_\_\_\_\_, 20\_\_\_\_.

by \_\_\_\_\_ He or she is personally known to me ☐ or has produced identification ☐

Type of identification produced \_\_\_\_\_

Signature of Notary Public \_\_\_\_\_ Serial Number \_\_\_\_\_

\_\_\_\_\_  
 Print or Stamp of Notary Public                      Expiration Date                      Notary Public Seal

**In compliance with Miami-Dade County Ordinance 97-35, the Bidder shall submit with the bid proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors in accordance with Section 1, Paragraph 1.15**

[illegible]

Signature \_\_\_\_\_

Date \_\_\_\_\_

# **SUBCONTRACTOR/SUPPLIER LISTING** **(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)**

Firm Name of Prime Contractor/Respondent \_\_\_\_\_

FEIN # \_\_\_\_\_

Project/Contract Number \_\_\_\_\_

In accordance with Sections 2-8.1, 2-8.8 and 10-34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all bidders/respondents on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all bidders/respondents on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The bidder/respondent who is awarded this bid/contract shall not charge or substitute for its subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The bidder/respondent should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract.

In accordance with Ordinance No. 11-02, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all bid for subcontractors/suppliers. In the event that the successful bidder/demonstrator to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the successful bidder shall be obligated to research diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract. (Please duplicate this form if additional space is needed.)

Business Name and Address of First Tier Subcontractor/ Subcontractant	Principal Owner	Scope of Work to be Performed by Subcontractor/ Subcontractant	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)								
			Gender		Race/Ethnicity						Gender		Race/Ethnicity						
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Alaskan	Other	

Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to Community/Local department or on-line to the Small Business Development Division of the Regulatory and Economic Resources Department at <http://new.miamidade.gov/business/business-development.asp>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Bidder/Respondent \_\_\_\_\_

Print Name \_\_\_\_\_

Print Title \_\_\_\_\_

Date \_\_\_\_\_